

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
March 21, 2016

The Lyndon City Council met in regular session on Monday, March 21, 2016, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Smith called the meeting to order.

- a) City Clerk called roll of the City Council. Mayor Brandon Smith and members Chris Cole, Darby Kneisler, Doug Watson, and Steve Morrison present. Bill Patterson absent with prior notification.

City Staff present: City Attorney, Pat Walsh (7:04); Julie Stutzman, City Clerk; David Wilson, Maintenance Supervisor; and Darrel Manning, Chief of Police.

Others present: Kelly Hurla, Osage County Herald Chronicle; Bruce Boettcher, BG Consultants; Donna Crawford, Governmental Assistance Services; and Sidney Oxandale.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Kneisler made the motion to approve the Regular Meeting minutes of March 7, 2016 as written. Watson seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Cole made the motion to approve the bills as set forth. Kneisler seconded, motion carried.

4. PUBLIC COMMENTS: None.

5. CORRESPONDENCE TO COUNCIL:

- Pledge of Securities from Lyndon State Bank as of February 29, 2016.
- PWWSO #12 meeting minutes of February 17, 2016.
- Lyndon Joint Recreation Commission year-end ledger balance.
- Kansas Government Journal for March 2016.

6. UNFINISHED BUSINESS:

- a. SEWER PLANT EVALUATION UPDATE: Bruce Boettcher with BG Consultants stated the Council was given the 2016 Sewer Treatment Facility PER prior to the meeting and he attends to answer any questions the Council may have about the project. The Council talked at length with Mr. Boettcher about the City's options for a discharging versus a non-discharging lagoon, possible testing requirements in the future, cost analysis that shows effects on City sewer rates, land size requirements and site selection for the lagoon, and partial rehabilitation on the collection system.

Mr. Boettcher stated once the Council makes the decision as to what treatment facility to move ahead with, the City needs to attend a KIAC (Kansas Interagency Advisory Council) meeting as early as possible. He stated the meeting is comprised of state agencies involved in the project that include KDHE, USDA, CDBG, and KS Department of Water who meet with the grant administrator, engineer, and City representatives (Council members, Maintenance Supervisor and City Clerk), to discuss report prepared and presented by the engineer.

Council continued with a lengthy discussion about the options presented with Watson making the motion to proceed with Council recommendation of funding Option 6, Alternate 3C for a non-discharging lagoon with partial collection system rehabilitation. Cole seconded, motion carried. Kneisler opposed. The Council directed the City Clerk to contact Mr. Boettcher and Ms. Crawford about the Council's decision.

- b. GOVERNMENTAL ASSISTANCE SERVICES - DONNA CRAWFORD: Ms. Crawford discussed the grant process in detail with Council and presented Council with two service contracts. The first contract is for the LMI (Low to Moderate Income) survey that is part of the grant process. Ms. Crawford stated the LMI must prove that 51% of the City's actual population is low to moderate income and the information is good until the next census in 2020. The contract is for \$6,568 and paid in full before the survey can begin. The second contract for grant application preparation and submission is \$8,950.00. Ms. Crawford stated the contract includes holding public hearings, preparing grant resolutions, and makes sure that all threshold requirements are met so the project can be rated. She stated it also states in the contract that if they do not accept the grant the first time, it will be re-submitted until awarded at no charge to the City. She also discussed land acquisition requirements and provided the website that has the grantee handbook for CDBG grants. After review by Council and the City Attorney, Cole made the motion to approve and authorize the Mayor to sign the 2016 LMI Survey contract with Governmental Assistant Services for \$6,568.00 and paid out of Sewer or City 1% funds. Watson seconded, motion carried. The Council tabled the second contract for grant application services to the next meeting.
- c. JONES PARK LIGHTING INSPECTION: The City Clerk stated she scheduled the lighting inspection with Brandy Electric for the week of April 11, 2016 and that she notified USD 421 and the Lyndon Recreation Commission on the action taken by Council on the lighting at the ball diamonds.

## 7. NEW BUSINESS:

- a) KBI TRAINING FOR OFFICER: Chief Manning presented information on Kinesic Interview Technique training for full-time Officer Forkenbrock and stated the training would be an asset. The cost of the training is \$495 and held at Washburn University in Topeka. After further discussion, Morrison made the

motion to approve the funding for KBI training for \$495. Kneisler seconded, motion carried.

- b) ROOF ISSUE - CONCESSION STAND AT JONES PARK: The Maintenance Supervisor David Wilson stated the concession stand roof at Jones Park leaks and needs repaired. He provided Council with two quotes, one from Midwest Coating for \$7,701.05 and one from Dale Poe for \$2,432. After further discussion, Kneisler made the motion to approve the bid and hire Dale Poe to repair the roof with the expense paid out of the Parks capital outlay fund. Cole seconded, motion carried. Council directed the City Clerk to notify USD 421 and the Lyndon Recreation Commission of the repair and cost paid by the City.

8. STAFF REPORTS:

- a) POLICE: The Council received a copy of the Officer Activity report.
- b) PLANNING AND ZONING: No report.
- c) PUBLIC WORKS: Council received a copy of the Maintenance Activity report.
- d) CITY CLERK: Council received a copy of the Clerk's report and briefly discussed. A copy of the monthly report on the Bailey House project was included for Council to review.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Morrison complimented the work done on the trail and thanked the parties involved. The Maintenance Supervisor stated the sign for the trail is done through Knox Signs and will be delivered in a couple of weeks.

Watson briefly discussed the tree project in Lawrence in regards to the Emerald Ash Borers and Ash trees. He asked the Maintenance Supervisor if we knew how many Ash trees are in the City and if there are any plans. The Maintenance Supervisor stated the tree board should be aware and the City Clerk will talk with Brad Loveless.

10. EXECUTIVE SESSION:

Kneisler made the motion to recess to executive session for 10 minutes for attorney-client privilege. Cole seconded, motion carried. Council reconvened with no binding action taken.

Cole made the motion to recess to executive session for 10 minutes for non-elected personnel with the City Attorney and the Maintenance Supervisor attending. Kneisler seconded, motion carried. Council reconvened with Cole making the motion to hold a special meeting on Monday, March 28, 2016 at 7:00 p.m. to interview candidates for the full time maintenance position.

11. ADJOURNMENT: Cole made the motion to adjourn to Monday, April 4, 2016, at 7:00 p.m. for the regular meeting. Morrison seconded, motion carried.

  
City Clerk